

## LIBRARY BOARD OF COMMISSIONERS MEETING MINUTES

Tuesday, November 15, 2016 at 12:00PM in the Local History Room of the Library

**In attendance:** Ed Adrian, Jessica Nordhaus, Cate MacLachlan, Glenn McRae, Peter Ireland, Mary Ellen Manock, Charles Winkelman, Megan Butterfield, Ellen MacLellan, Robert Coleburn, Kath Laing (Clerk)

**Apologies:** Allyson Laackman

**Agenda item 1. Approval minutes.** Minutes were approved unanimously.

**Agenda item 2. Approval agenda.** The agenda was approved unanimously with one change the addition of item 7.5 Friends Report (Ellen MacLellan).

**Agenda item 3. Public Forum.** No public forum was needed.

**Agenda item 4. Executive Session.** Chairman Adrian made a motion to go into Executive Session to discuss the employment of a public officer or employee, provided the Mayor's Office and City Council shall make a final decision to hire or appoint the public officer or employee in an open meeting and shall explain the reasons for this final decision during the open meeting. The motion was seconded, and the Executive Session was approved unanimously. The Executive Session started at 3:18pm and ended at 4:33pm.

**Agenda item 5. Director's Report.** Robert Coleburn briefly spoke to the points in his Director's Report (document attached to minutes).

**Agenda item 6. Update on Exploring Human Origins exhibit and programming preparation.** Kath Laing briefed the Commission on the preparations for the Smithsonian Institution's traveling exhibit to be hosted by the Fletcher Free in February and March of 2017. Two teacher workshops delivered by professors at St. Michael's College and UVM were held in October. The exhibit website is ready ([www.humanoriginsbtv.com](http://www.humanoriginsbtv.com)). A social media campaign for use with students, teachers and the general public is in final stages of development. Programs are being booked. School tour reservations have been announced to schools in BSD, opening up to Chittenden County later in December. A comprehensive calendar of programs and activities will soon be available.

**Agenda item 7. Sharing final version of the Restroom and Meeting Room policies.** Robert Coleburn shared the final version of the two policies, which have the input of the City Attorney's Office (documents attached to minutes).

**Agenda item 7.5 (added at start of meeting) Friends Report.** Ellen MacLellan shared her Friends Report (document attached to minutes). Commissioners were generally grateful for all the support from the Friends to the Library.

**Agenda item 8. New Business.** No new business was brought forward.

**Agenda item 9. Next meeting agenda items and date.** The next meeting will be January 23<sup>rd</sup> at noon in the Local History Room of the Library. This meeting will be a special meeting as the regular date is the Martin Luther King holiday.

**Agenda item 11. Adjournment.** The meeting adjourned at 4:58pm.